

LAKESIDE SCHOOL

GOVERNORS' EXPENSES CLAIM FORM

Governor's Name:	Di Chamberlain
Governor's Address:	Pembroke Farm Maurys Lane West Wellow Romsey Hants SO51 6DB
Date of claim:	24 September 2018
Details of Expenses: (dates and reason for meetings for car mileage will suffice)	
8 Feb Finance mtg 27 Feb Meet new gov 12 Mar FGB 21 Mar Meet new gov and then interviews 26 Mar Meet with gov RDH 11 Apr Finance mtg 20 April Pupil award presentation assembly 30 April WGBT 22 May Interviews 23 May Interviews 11 Jun Gov Conference Sutton Scotney (42 miles) 20 June Interviews 25 June Parents eve 5 July GE 10 July DHT shortlisting 16 July FGB 10 Sept GE and social worker 24 Sept FGB	
Please attach receipts to this form in respect of non-mileage claims	
Total amount claimed:	17 trips x 26 miles 1 x 42 miles Total £ _____
Governor's signature	
Vice Chair of Govs signature (for approval)	Date of GB meeting (where necessary)
Head teacher's signature (for payment authorisation)	

